

## **Commission on Improving the Status of Children Child Services Oversight Sub-Committee Protocol**

### Membership

- The sub-committee shall have the following members appointed by the Executive Committee of the Commission:
  - 4 members of the Indiana General Assembly, no more than one from each caucus.
  - Director of DCS or their designee.
  - Executive Director of the Prosecuting Attorney's Council or their designee.
  - Executive Director of the Public Defender's Council or their designee.
  - A provider of foster care, residential services, or group home services
  - 1 Court Appointed Special Advocate (CASA).
  - 1 Juvenile or Family Court Judge.
  - 1 individual representing kindergarten through grade 12 education.
- All sub-committee members serve at the pleasure of the Commission.
- Sub-committee members are not entitled to reimbursement for mileage or per diem.

### Chairperson

- The chairperson shall be appointed by the Executive Committee of the Commission to serve a two year term.
- The sub-committee shall meet at the call of the chairperson, and at least bi-annually.
- The Commission may make recommendations for topics to the Chair.
- The chairperson shall set the meeting agenda.
- The chairperson may allow public testimony.
- The chairperson shall be responsible for keeping records and meeting minutes.

### Duties

- The sub-committee shall meet at least bi-annually to do the following:
  - Review bi-annual data reports from the Department of Child Services (DCS).
  - Review annual reports from the DCS ombudsman.
  - Make recommendations to the Commission on Children.
  - Submit an annual report before November 1st to the Commission on Children.